

**ATSU** | A.T. Still  
University

**2020**

Annual Security  
Report

Waianae Coast  
Comprehensive  
Health Center  
Distance Site

Waianae, Hawaii

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## About the Annual Security Report

A.T. Still University (ATSU) Annual Security and Fire Safety Reports (ASRs) are published each year in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), a federal statute codified at 20 U.S.C. Section 1092 (f), and updated in 2013. The law is named for Jeanne Clery, a 19 year-old Lehigh University freshman who was sexually assaulted and murdered in her campus residence hall in 1986. The Clery Act, signed in 1990, was originally known as the Crime Awareness and Campus Security Act. The Violence Against Women Act (“VAWA”) amended the Clery Act in 2013; it expanded the rights afforded to campus survivors of dating violence, domestic violence, sexual assault, and stalking. For more information on the Clery Act, please visit Clery Center at [clerycenter.org](http://clerycenter.org).

Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

ATSU has two campuses. One is located in Kirksville, Missouri, and the second in Mesa, Arizona. In addition, the ATSU-MOSDOH’s St. Louis Dental Education and Oral Health Center (St. Louis Dental Center) in St. Louis, Missouri, and the A.T. Still University-School of Osteopathic Medicine in Arizona (ATSU-SOMA) distance sites meet Clery Act criteria. Separate ASRs are published for each of those sites.

This ASR is prepared exclusively for the ATSU-SOMA distance site located at Waianae Coast Comprehensive Health Center, 86-260 Farrington Hwy., Waianae, Hawaii 96792 (“Waianae Coast distance site”). Because the Waianae Coast distance site is an extension of SOMA, this ASR will sometimes reference services available through the Mesa campus, as this is where SOMA is housed.

This 2020 ASR includes crime statistics for the Waianae Coast distance site reported to ATSU-designated Campus Security Authorities (CSA) and the Waianae Substation Police Department. CSAs include deans, vice president and associate vice president for student affairs, assistant vice president for human resources, director of human resources, vice president & general counsel, and Title IX coordinator. In addition, CSAs have been designated specifically for the Waianae Coast distance site, and are identified later in this ASR. The crime statistics are collected by the Security supervisor for the Kirksville campus who relays them to the compliance manager for inclusion in the ASR.

This ASR contains statistics for reported crimes that occurred 1) on-campus, 2) in certain off-campus buildings or property owned, leased and/or controlled by ATSU, and 3) on public property adjacent to campus. The Waianae Coast distance site has no student housing facilities.

ATSU policies concerning safety, security, sexual offenses, and alcohol/drug use are also found in this 2020 ASR.

ATSU ASRs are prepared by Dawn Shaffer, compliance manager, , in cooperation with local law enforcement authorities, University campus security authorities, and various other offices of the University. Questions about 2020 ASRs may be referred to Matthew Heeren, vice president & general counsel, at [mheeren@atsu.edu](mailto:mheeren@atsu.edu), 660.626.2522, or Dawn Shaffer at [dshaffer@atsu.edu](mailto:dshaffer@atsu.edu), 660.626.2004.

## Law enforcement and jurisdiction

The Honolulu Police Department and the District 8 Substation Police Department stands ready to assist anyone on the Waianae Coast distance site in any emergency or matter of crime reporting and crime investigation.

Honolulu Police Department  
801 S. Beretania St.  
Honolulu, HI 96813

911 (Emergency)  
808.529.3111 (Non-emergency)

District 8 Substation Police Department  
85-939 Farrington Hwy.  
Waianae, HI 96792

911 (Emergency)  
808.723.8600 (Non-emergency)

ATSU does not have a Memorandum of Understanding (MOU) in place with local law enforcement for this location at this time.

## Security department

A Security Department (“Security”) at Waianae Coast Community Health Center promotes and maintains a safe and secure environment for the campus community through security services, crime prevention, and education.

To contact Security at Waianae Coast Comprehensive Health Center:

Dial 808.697.3538

Security consists of a security supervisor and unarmed, uniformed security officers, employed by G4S Security on behalf of the Waianae Coast Community Health Center. While Waianae Coast Security officers are not commissioned police officers and do not have arrest authority, they will provide assistance and/or contact local police and fire departments and other emergency personnel, as needed. Security’s responsibilities are to ensure campus safety and security and to enforce rules and regulations established by Waianae Coast Community Health Center policies and procedures.

Services provided by Security include:

- Reporting and investigation of crimes;
- Observation, correction, and reporting of safety hazards;
- Foot and vehicular patrol of campus during all hours patients are present;
- Security checks of Waianae Coast facilities and property;
- Emergency and nonemergency assistance to students, employees, and visitors; and
- Escorts of University community members on-campus, upon request.

Students at Waianae Coast distance site should understand ATSU Security in Mesa is also available to assist them 24 hours a day, seven days a week, to receive reports of crimes, emergencies, or suspicious activities.

For Mesa Security, dial 480.341.9075.

# How to report a crime or emergency

## Dial 911 for any police, fire, or medical emergency

Call quickly! Do not assume someone else has made the call. Provide the dispatcher with accurate, detailed information. Stay on the phone until the dispatcher tells you it is okay to hang up.

ATSU employees with access to the Rave Panic Button mobile app may use it to dial 911.

## Tell a Campus Security Authority (CSA)

Although the University would like all criminal incidents to be reported to law enforcement and/or ATSU Security, individuals sometimes prefer to tell someone other than the police or Security. ATSU has designated individuals with significant responsibility for student and campus activities as CSAs to whom crimes may be reported.

Under the Clery Act, crimes are considered reported when they are brought to the attention of a CSA. When a CSA receives information about a Clery reportable crime believed to have been provided in good faith, the CSA will document the incident and submit a report to ATSU Security. The CSA's role is not to apprehend alleged perpetrators or conduct investigations. CSAs also are not responsible for trying to convince a victim to contact the police if the victim does not choose to do so. CSAs, however, do have a reporting responsibility. The reports enable any ongoing threats to the community to be assessed and for the incidents to be included in the reported crimes for the university.

Reporting to a CSA will aid in providing emergency notification and timely warning notices to the campus and/or community, when appropriate. Reporting crimes will ensure inclusion in annual crime statistics. Suspicious or inappropriate activities, conduct which is questionable for criminal activity, or non-emergency safety concerns occurring on-campus, should also be reported.

Campus Security Authorities on the Waianae Coast distance site:

Christina Adams, MD  
Regional Director of Medical Education  
808.697.3900 or 808.551.6700  
[cadams01@atsu.edu](mailto:cadams01@atsu.edu)

Sharon Hiu, DO  
Regional Director of Medical Education  
808.372.9744  
[sharonhiu@atsu.edu](mailto:sharonhiu@atsu.edu)

The University has designated over 200 CSAs, including the following:

### **Arizona campus**

Tonya Fitch  
Director of Human Resources  
480.219.6007  
[tfitch@atsu.edu](mailto:tfitch@atsu.edu)

### **Arizona campus**

Michael Zajac  
Associate Vice President for Student Affairs  
480.219.6026  
[michaelzajac@atsu.edu](mailto:michaelzajac@atsu.edu)

### **Missouri campus**

Donna Brown  
Assistant Vice President of Human Resources  
660.626.2790  
[dbrown@atsu.edu](mailto:dbrown@atsu.edu)

### **Missouri campus**

Lori Haxton  
Vice President for Student Affairs  
660.626.2236  
[lhaxton@atsu.edu](mailto:lhaxton@atsu.edu)

John Gardner  
Title IX Coordinator  
660.626.2113  
[titleix@atsu.edu](mailto:titleix@atsu.edu)

Other CSAs include designated staff members of Student Affairs and Human Resources, deans, assistant deans, vice president & general counsel, clinic directors, regional directors of medical education, advisors for registered student organizations, and ATSU Security officers. For a complete list of CSAs, contact Dawn Shaffer, compliance manager, at 660.626.2004 or [dshaffer@atsu.edu](mailto:dshaffer@atsu.edu).

The primary reason ATSU encourages the reporting of all crimes is to protect the whole person – body, mind, and spirit – of its students, employees, and visitors. Any person who feels unsafe or threatened should be assured of the University’s commitment to provide the actions, assistance, support, and resources needed to ensure their safety and wellbeing.

## Reporting crimes confidentially

ATSU will make every effort to protect the confidentiality of victims, to the extent permitted under the law. Only those with a need to know for purposes of investigating the crime, assisting the victim, or disciplining the perpetrator will be notified of the victim’s identity. Employees (other than ATSU behavioral health & wellness counselors) who become aware of sexual misconduct (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking) are required to report that information, including the identity of the parties, if known, to the ATSU Title IX Coordinator.

Victims of non-sexual crimes who do not wish to pursue University disciplinary action may make a confidential report to a campus security authority. In those instances, a report may be made without revealing the victim’s identity. Such a confidential report allows the University to take steps to protect the victim and the campus community, yet still comply with the victim’s desire for confidentiality. The report will enable the University to maintain records of crimes, note any patterns or trends, alert the campus community if there is danger, and report crime statistics as required under the Clery Act.

Throughout an investigation, the University will maintain any accommodations or protective measures provided to involved parties confidential, to the extent maintaining such confidentiality does not impair the University’s ability to provide such accommodations or protective measures.

Reports made by students to ATSU behavioral health & wellness counselors will be kept confidential. See the section in this ASR titled “ATSU behavioral health & wellness counselors for students.”

Anonymous crime reporting is available through a secure online reporting form at [fraudhl.com](http://fraudhl.com) or through a 24-hour telephone service at 1.855.FRAUD.HL. When prompted for a “company name” use “ATSU.”

Any publically available recordkeeping, such as the Daily Crime Log and the Clery Act crime statistics included in Annual Security Reports, will not include personally identifiable information.

## Crime prevention and safety

University employees and students are encouraged to take an active role in their personal safety and security. Each individual is expected to take precautions and act responsibly concerning their

personal safety, the security of their possessions, and the safety of others. Suspicious individuals or unusual incidents on campus should be reported to ATSU Security. Individuals should seek to avoid situations which leave them vulnerable to possible bodily harm. Walking alone at night on campus is discouraged. ATSU Security phone numbers should be programmed into individuals' mobile phones for ready access. Anyone on campus who notices malfunctioning lights or other repairs needed to ensure a safe campus should report the deficiency to their supervisor or to the Waianae Coast Comprehensive Health Center facilities department.

ATSU Security, Human Resources, and Student Affairs collaborate to offer training to new and current students and employees on emergency procedures. Security provides monthly emails to ATSU employees and students about campus security procedures and practices and to encourage students and employees to be responsible for their own security and security of others. The emails contain detailed, practical information on topics relevant to crime prevention and safety, including sexual assault awareness.

## Facilities access

Waianae Coast Comprehensive Health Center in Waianae, Hawaii, is a private distance site and, as such, the grounds and buildings are open and accessible to the public only during regular business hours and at times when an event may be scheduled by Waianae Coast Community Health Center after hours. Buildings are locked after regular business hours; only authorized personnel have access to enter Waianae Coast Comprehensive Health Center buildings after hours. Local police should be notified if an unknown or suspicious person is observed at the Waianae Coast Comprehensive Health Center after hours.

## ATSU behavioral health & wellness counselors for students

ATSU behavioral health & wellness counselors are not considered CSAs and are not required to report crimes for inclusion in the annual disclosure of crime statistics. Behavioral health & wellness counselors are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedure to report crimes to a CSA or other University official on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

For purposes of this section, "behavioral health & wellness counselor" is defined as an ATSU employee whose official responsibilities include providing professional counseling to ATSU students and who is functioning within the scope of his or her license or certification. ATSU does not have pastoral counselors.

All ATSU students with relevant issues, including drug or alcohol abuse, or who have experienced sexual offenses, may seek help from ATSU Counseling Services.

### ATSU Counseling Services – Mesa, Arizona Campus

Art Matthews, MA  
480.219.6170  
[amatthews@atsu.edu](mailto:amatthews@atsu.edu)

## Crime statistics

ATSU complies with all Clery Act requirements to report and disclose crime statistics on a calendar-year basis, in accordance with the definitions of crimes provided by the FBI for use in



the Uniform Crime Reporting system. Categories of crime statistics include certain criminal offenses: arson, criminal homicide (murder/non-negligent manslaughter, manslaughter by negligence), sexual offenses (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft); arrests and referrals for disciplinary action for weapons, drug abuse, and liquor law violations; hate crimes; and offenses under the Violence Against Women Act (dating violence, domestic violence, and stalking). Crime statistics include those reported to Campus Security Authorities and the Phoenix police department.

The Clery Act identifies geographic categories for crimes, including 1) on-campus, with student housing as a subset, where applicable; 2) non-campus; and 3) public property. See [Appendix A](#) for definitions of Clery geography. The Waianae Coast distance site does not have student housing facilities. ATSU does not have any officially recognized student organizations with non-campus locations for which crime statistics must be reported.

## Disclosure of crime statistics

Crime statistics for the Waianae Coast distance site for 2017, 2018, and 2019 are found in [Appendix B](#) of this ASR. ATSU posts reportable crime statistics for public access at [ope.ed.gov/security/](http://ope.ed.gov/security/). Yearly disclosures of crime statistics to students and employees occur in accordance with the “Report Distribution” section of this ASR.

## Daily crime log

The Clery Act requires campuses with a campus police or security department to maintain a daily crime log. Since ATSU does not operate a security department on the Waianae Coast distance site, no daily crime log is kept by ATSU for the Waianae Coast distance site.

## Publicly available recordkeeping

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the University, to the extent possible.

## Annual Security Report (ASR) Distribution

This 2020 Annual Security Report may be located electronically at [atsu.edu/asr-waianae](http://atsu.edu/asr-waianae). All ATSU ASRs, including the Kirksville/Mesa campus, MOSDOH St. Louis clinic, and SOMA distance sites, may be located at [atsu.edu/security-and-emergency](http://atsu.edu/security-and-emergency). ATSU distributes the ASR annually to all potential and current employees and students, as follows:

### 1) Potential and current *employees*:

- All job applicants receive an email or posted notice at the Human Resources office of the ATSU’s ASR existence, offering a copy upon request;
- Newly hired employees receive an electronic version of the ASR and are required to return a signed statement within 30 calendar days of their start date indicating they have received, read, and understood the report;
- All employees receive annual notification of the ASR and its online location via email;
- All employees participate in annual training, which includes review of the ASR. Training completion is verified via the UltiPro Learning platform; and

- All employees have unhindered access to the ASR on the University's website, and printed versions upon request.

## 2) Potential and current *students*:

- All applicants to ATSU receive notification through the electronic admissions application of the existence of the DAAP policy section of the ATSU Student Handbook. The notification offers a paper copy of the policy upon request;
- All current ATSU students receive biannual notification (March and October) via email that includes a PDF attachment, the website link to the DAAP policy section of the ATSU Student Handbook, and a paper copy upon request;
- Newly admitted students, transfer students, and students returning after a withdrawal are provided information on how to access the DAAP Policy section of the ATSU Student Handbook as part of the admission acceptance agreement, which is signed by the student; and
- Directions on how to access the ASR are shared during new student orientation.

Printed copies of this ASR are available by contacting:

ATSU Student Affairs ([mostudentaffairs@atsu.edu](mailto:mostudentaffairs@atsu.edu); 660.626.2236); or  
Human Resources ([hr@atsu.edu](mailto:hr@atsu.edu); 660.626.2790).

## Emergency notifications/timely warnings

ATSU has developed procedures by which it will notify the campus community when there is a significant emergency or dangerous situation occurring on campus that involves an immediate or impending threat to health and safety (emergency notification) or when there is ongoing danger due to a crime (timely warning).

All students and employees with an ATSU email account will receive emergency notifications and timely warnings by email. Only students and employees who have registered will receive emergency notifications and timely warnings by text message. When available, other means of communication such as overhead paging and campus digital signage may be utilized in addition to email and text messages.

**Important: To receive emergency notifications and timely warnings by text message, students and employees must register online at [atsu.edu/security-and-emergencies](https://atsu.edu/security-and-emergencies)** (click "Emergency Notification System" to learn more and register). There is no need to register separately for emergency notifications and timely warnings.

In the event ATSU issues an emergency notification, it is not required to also issue a timely warning based on the same circumstances.

In compliance with the Clery Act, detailed procedures for emergency notifications and timely warnings are below.

### Emergency notifications

ATSU will immediately notify the campus community upon confirmation of an emergency or dangerous situation. The University has identified a process by which it will: 1) be made aware of an immediate or impending threat to health and safety on campus; 2) confirm the threat; 3) determine whether or not an emergency notification is needed to institute emergency response

and evacuation procedures; 4) determine the content of the notification and the appropriate segment(s) of the campus community to receive a notification; and 5) send the emergency notification by email and/or text message to students and employees. Examples of situations which would warrant an emergency notification include: outbreak of meningitis or other serious illness, approaching extreme weather conditions, gas leak, armed intruder, bomb threat, and significant hazardous waste spill.

To initiate the emergency notification procedure, any ATSU student, faculty, or staff who witnesses a potential emergency should immediately call 911 and, as soon as possible, call a Regional Director of Medical Education (RDME) for their site, if the incident is occurring at or near the ATSU distance site. The RDME will confirm the known details of the threat. "Confirmation" of a threat means the University has verified a legitimate emergency or dangerous situation exists, regardless of whether the pertinent details are known or are even available. Local law enforcement and the National Weather Service are also resources in verifying the existence of an emergency or dangerous situation.

The RDME, alone or in consultation with the ATSU director of safety & security, the vice president & general counsel, and/or the SOMA dean or associate dean, will, without delay, and taking into account the safety of the community, determine whether an emergency notification is needed, the segment(s) of the campus community to receive the notification, and the content of the notification. The RDME on duty will send a group text message and/or initiate the Rave Alert notification system, unless issuing a notification will, in their professional judgment, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The notification may provide details of the threat, actions that should be taken, and other relevant information.

In other scenarios, a pre-designated administrator at the SOMA distance site may call or text the SOMA associate dean for clinical education and services who will work with Mesa Security or the RDME to send the emergency notification.

Emergency notifications are issued by email, and by text message to those who have opted in to the text messaging system. The University uses the Rave messaging system. Templates for various scenarios have been prepared and pre-installed in the Rave messaging system. The template will be modified by the RDME on duty at the time of the emergency notification, as needed, to include the specific location of the threat, if applicable, and other incident-specific information. The Rave Alert messaging system is configured to allow ATSU to select the appropriate segment(s) of the campus community to receive an emergency notification.

For external audiences, University leadership and the on-site incident commander will work collaboratively with the University's public information officer to determine how and when the assigned University spokesperson will interact and communicate officially with members of the public, media, and other agencies with incident-related information. Methods of communication will be determined by the type and immediacy of the emergency.

The situation will continue to be assessed; follow-up and/or all-clear communications will be sent by the RDME.

The ATSU Security employee on duty for the Mesa campus will serve as backup for the RDMEs for all actions described.

Scheduled test/drills of ATSU's emergency notification system are performed at least annually.

The University's CHC partner at the distance site also has emergency notification systems in place and will pursue those systems, possibly simultaneous to the ATSU emergency notification progress.

All actions described in this section as the responsibility of the ATSU Security employee on duty may be undertaken, as necessary, by the director of safety & security, or the facilities director or their designees.

#### Optional "Panic Button" procedures

Some employees have downloaded a mobile phone app called Rave Panic Button which simultaneously dials 911 and alerts key ATSU personnel. ATSU personnel who receive the Panic Button alert include ATSU Security personnel on the Mesa campus, senior vice president-university planning, vice president for finance and administration/CFO, vice president for student affairs, director of facilities, vice president & general counsel, the SOMA dean and associate dean for Clinical Education and Services, and the President. The employee who activates Panic Button should stay on the line with 911 and provide information about the situation.

In addition to dialing 911 and alerting key ATSU personnel, if the "Active Shooter" button is pressed on the Panic Button mobile phone app, Rave will immediately and automatically send a text message to all Panic Button app users at the campus/distance site stating the Active Shooter button has been activated and giving the name of the employee, and location and time the button was pressed. The standard confirmation and alert process described above will still occur.

### Timely warnings

Timely warnings will be issued in response to reported crimes committed on campus or, in some cases, off campus that, in the judgment of the University, constitute ongoing danger to members of the University community. Timely warnings are issued by email to the entire University community, and may be accompanied by text message to all University community members who have opted in to the texted messaging system. Timely warnings are not limited to violent crimes or crimes against persons. Timely warnings are not limited to crimes reportable under the Clery Act, but include any crimes for which a timely warning is deemed by University officials to be warranted.

Timely warnings are issued by ATSU Communications & Marketing and/or the ATSU Security employee on duty, in consultation with ATSU's director of safety & security, the vice president & general counsel, and the president or his/her designee. Whether the University will issue a timely warning is determined on a case-by-case basis in light of facts surrounding a crime, including the nature of the crime, and whether there is continuing danger to the campus community, keeping in mind possible risk of compromising law enforcement efforts.

Timely warnings are intended to enable people to protect themselves, and thus, they will be issued as soon as pertinent information is available. Even if the University does not have all the facts surrounding a criminal incident that represents a serious and continuing threat to students and employees, a timely warning will contain pertinent information available, including when and where the crime occurred, if known, as well as information to promote safety and aid in the prevention of similar crimes. Additional information may be provided as it becomes available.

Timely warnings are considered for incidents including, but not limited to, criminal homicide, sex offenses, robbery, aggravated assault, hate crimes, burglary, motor vehicle theft, arson, weapons offenses, or other reported crimes as deemed appropriate in an effort to prevent similar crimes from occurring. Conduct, incidents, or crimes, which may result in the need for a timely warning, should be reported to ATSU Security or to a CSA by employees, students, and visitors on campus.

Timely warnings will usually withhold and keep confidential the names and other personally identifying information of victims. However, in appropriate emergency circumstances, personally identifiable information may be included.

All actions described in this section as the responsibility of the ATSU Security employee on duty may be undertaken, as necessary, by the director of facilities or his/her designee.

The University is not required to provide a timely warning with respect to crimes reported to an ATSU behavioral health wellness counselor.

## Emergency Operations Plan & evacuation procedures

### Distance sites

Students and employees at the SOMA distance sites function under the emergency operations procedures of the Community Health Center (CHC). The CHCs conduct emergency response and evacuation drills. Evacuation routes are posted by the CHCs in all buildings.

### Missouri and Arizona campuses

ATSU has an Emergency Operations Plan (EOP) for the Missouri and Arizona campuses which is consistent with the Incident Command System (ICS) and the National Incident Management System (NIMS). In the event of a campus emergency posing an immediate threat to the health or safety of employees and students, as confirmed by the President or his/her designee, the ATSU Security officer on duty will immediately notify the executive in charge, as designated by the President's Office. The executive in charge will activate command staff members, as appropriate, and notify the President.

The Emergency Operations Committee (EOC) is responsible for developing, maintaining, and testing the EOP on an annual basis. Emergency response and evacuation drills, both announced and unannounced, are conducted periodically throughout the year. Drill monitors fill out drill evaluation forms and return them to ATSU Security. Records of drills and testing are available for review upon request at ATSU Security. The drill evaluation forms are reviewed by the director of safety & security. Deficiencies are noted and addressed.

Evacuation routes are posted in all campus buildings. Emergency procedure information is distributed to employees and students annually in conjunction with at least one evacuation drill per year.

Comprehensive ATSU emergency procedures are contained in appendices of the EOP, or may be accessed online at <https://www.atsu.edu/security-and-emergencies>.

## Policies, procedures, and programs related to dating violence, domestic violence, sexual assault, and stalking

### Sexual violence policy statement

The University is committed to preventing sexual violence in all forms, including dating violence, domestic violence, sexual assault, and stalking, as those terms are defined for purposes of the Clery Act, and will take appropriate remedial action against any individual found responsible for

acts in violation of this policy. Acts of sexual violence may also constitute violations of criminal or civil law, or University policies requiring separate proceedings. The definitions of local jurisdictions for the terms dating violence, domestic violence, sexual assault, and stalking are found in the definitions section of this ASR.

## Sexual violence awareness and prevention program/campaign

The following sections of this report discuss the University's educational program/campaign to: promote the awareness of dating violence, domestic violence, sexual assault and stalking; provide information concerning procedures students and employees should follow and the services available in the event they do become a victim/survivor of one of these offenses; and advise students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

ATSU conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

ATSU also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

### PPAP and OPAC Programming Methods

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Methods may include online resources, distribution of written materials, periodic email blasts and social media posts, and presentations, workshops and guest speakers. Programming includes, but is not limited to, the following:

- New student orientation presentations by the Title IX Coordinator on sexual violence prevention.
- Students preparing to leave campus for medical, dental, and physician assistant rotations receive training on sexual violence prevention by the Title IX Coordinator.
- New employee orientation includes discrimination, harassment and sexual violence prevention training from the Title IX Coordinator.
- All employees annually complete Required Employee Training (RET), which addresses discrimination, harassment, and sexual violence prevention training.
- ATSU Human Resources offers educational presentations on sexual violence prevention training to employees through the Still Healthy program. These programs are often livestreamed and recorded so more employees have access to them. Because ATSU is a health sciences institution, such events often include a focus on recognizing and responding to sexual violence and domestic violence for those involved in providing healthcare.
- ATSU Student Affairs offers presentations, tabling events, and social media posts on sexual violence prevention training.
- While programming occurs throughout the year, ATSU Student Affairs offers educational sessions in coordination with nationally recognized observances such as Sexual Assault Awareness Month and Domestic Violence Awareness Month.

- A Behavioral Health & Wellness Resources link on the intranet portals offers access for students to make counseling appointments with ATSU behavioral health counselors. The site also directs students to the WellConnect Student Assistance Program and CampusWell by Student Health 101.
- CampusWell has a tab called “Empower” which provides sexual violence awareness and prevention resources.

The PPAP and OPAC seek to be culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness or outcome.

This ASR is one part of the PPAP and OPAC. The ASR contains:

- a statement that ATSU prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking;
- information on risk reduction strategies;
- a description of safe and positive options for bystander intervention;
- response and disciplinary processes;
- definitions of dating violence, domestic violence, sexual assault, and stalking in the applicable jurisdiction; and
- the definition of consent in reference to sexual activity in the applicable jurisdiction.

The ASR is distributed to every student and employee by email twice yearly. The ASR is included in the information provided to new students and new employees. New students and employees are required to sign an acknowledgment stating they have received, read, and understood the ASR. All employees are expected to review the ASR annually as part of Required Employee Training.

## Risk reduction strategies

The following are strategies to reduce one’s risk of sexual assault or harassment. The inclusion of risk reduction strategies is not intended to indicate any blame as it relates to victims/survivors. For another resource, see the Rape, Abuse, & Incest National Network at [rainn.org](http://rainn.org).

1. If you need to get out of an uncomfortable or scary situation:
  - a. Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason.
  - b. Have a code word with friends or family so if you don’t feel comfortable you can call and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you, or make up an excuse for you to leave
  - c. It’s okay to lie. It is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse.
2. You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.
3. Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
4. Grab someone nearby and ask them for help.

5. Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
6. Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
7. Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you reduce your risk of being accused of sexual assault or another sexual crime:

1. Remember you owe sexual respect to the other person.
2. Don't make assumptions about the other person's consent or about how far they are willing to go.
3. Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
4. If your partner expresses a withdrawal of consent, stop immediately.
5. Clearly communicate your sexual intentions so the other person has a chance to clearly tell you their intentions.
6. Consider “mixed messages” a clear sign the other person is uncomfortable with the situation and may not be ready to progress sexually.
7. Don't take advantage of someone who is drunk or on drugs. Intoxication can be an indicator of incapacitation. Persons who are incapacitated cannot give consent for sexual activity. Further, don't be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
8. Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc. Those who are incapacitated cannot give consent for sexual activity.

## Bystander intervention information

If anyone suspects a friend, acquaintance, or stranger may be in a high-risk situation for becoming a victim, is being victimized, or has been a victim of any form of sexual offense, including dating violence, domestic violence, sexual assault, or stalking, it is important to decide as a bystander whether there is a safe and reasonable way to intervene effectively to assist a person before, during, or after an incident takes place.

While there is no legal obligation for a bystander to act or intervene, ATSU promotes a campus culture of respect and concern for others, creating a community of responsible citizens. The following are suggestions for safe and positive bystander actions.

1. Take steps to stop a friend who chooses to use violence.



2. Ask a friend, acquaintance, or stranger who is attempting to take sexual advantage of another to stop and leave the location.
3. Recruit help from others if necessary.
4. Take the initiative to help friends who are not thinking clearly to get to a safe location.
5. Don't leave a friend or acquaintance alone at a bar.
6. Prevent a friend or acquaintance from going to a private location with an intoxicated person.
7. Recognize dating or domestic partners who cause fear or physical pain to their partner, and voice your concerns, when appropriate.
8. Keep yourself safe.
9. If things get out of hand, don't hesitate to call the police.
10. Report the incident to ATSU's Title IX Coordinator.
11. Contact ATSU Security, Human Resources, Student Affairs, or another person of authority who can assist.
12. Encourage a friend or acquaintance to seek assistance from a counselor.

## Sexual Offense Victim/Survivor Bill of Rights

In compliance with federal law, ATSU will adhere to the following Sexual Offense Victim/Survivor Bill of Rights, addressing the rights of victims/survivors of dating violence, domestic violence, stalking, and sexual assault. Any disciplinary hearings described below refer to ATSU internal conduct proceedings only and do not relate to criminal or civil proceedings in any court of law. ATSU students and employees reporting as a victim of a sexual offense, including dating violence, domestic violence, sexual assault, and stalking, whether occurring on or off campus, shall be provided a written explanation of the student or employee's rights and options by the ATSU Title IX coordinator, including the following:

1. Victims/survivors shall be informed of their options to notify law enforcement. ATSU will assist with notifying law enforcement personnel, if the victim so desires.
2. Victims/survivors have the right to choose not to notify law enforcement.
3. Victims/survivors shall be notified of counseling services available.
4. Victims/survivors shall be notified in writing of options for changes to academic, living, transportation, working situations, or protective measures. The University will support any reasonable accommodations or protective measures requested by the victim, regardless of whether the victim chooses to report the crime to ATSU Security or local law enforcement.
5. Both the accuser and accused have the right to have an advisor of their choice present during any disciplinary proceeding conducted by ATSU.

6. Both the accuser and accused shall receive simultaneous notification, in writing, of: a) the result of any ATSU disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking; b) the procedures for appeal of the result of the disciplinary procedures, if such procedures are available; c) any change to the result; and d) when such results become final.

For more information, please see the “Procedures for disciplinary proceedings” section below in this ASR.

## Procedures for victims/survivors

Victims/survivors of sexual offenses should first get to a place of safety and then obtain necessary medical treatment. Any ATSU employee or student who has experienced a sexual offense is strongly encouraged to seek assistance immediately by dialing 911 from any telephone.

Victims/survivors are encouraged to report sexual offenses. The report may be made to local law enforcement, ATSU Security, ATSU Title IX coordinator, or another ATSU CSA. Victims/survivors may choose to be assisted by campus authorities in notifying law enforcement authorities, if they so choose. Victims/survivors may decline to notify law enforcement, if they so choose. Community sexual violence counselors are available to assist; contact information may be found in the “Counseling and victim support” section of this ASR.

The Waianae Police Department is located at 85-939 Farrington Hwy, Waianae, Hawaii 96792. Their non-emergency telephone number is 808-696-4221. When you file a report, you will be asked for your name, address, phone number, and Social Security number and/or driver’s license number. You will be advised you are making an official statement and asked to confirm everything you are about to say is true and correct to the best of your knowledge. You will then be asked to recount the incident in as much detail as possible.

Reports of dating violence, domestic violence, sexual assault, or stalking may be made to:

Campus Security Authority on the Waianae Coast distance site:

Christina Adams, MD  
Regional Director of Medical Education  
808.697.3900  
[cadams01@atsu.edu](mailto:cadams01@atsu.edu)

Sharon Hiu, DO  
Regional Director of Medical Education  
808.836.1254  
[sharonhiu@atsu.edu](mailto:sharonhiu@atsu.edu)

### **Arizona campus**

Tonya Fitch  
Director of Human Resources  
480.219.6007  
[tfitch@atsu.edu](mailto:tfitch@atsu.edu)

### **Arizona campus**

Michael Zajac  
Associate Vice President for Student Affairs  
480.219.6026  
[michaelzajac@atsu.edu](mailto:michaelzajac@atsu.edu)

### **Missouri campus**

Donna Brown  
Assistant Vice President of Human Resources  
660.626.2790  
[dbrown@atsu.edu](mailto:dbrown@atsu.edu)

### **Missouri campus**

Lori Haxton  
Vice President for Student Affairs  
660.626.2236  
[lhaxton@atsu.edu](mailto:lhaxton@atsu.edu)

John Gardner

Title IX Coordinator  
660.626.2113  
[titleix@atsu.edu](mailto:titleix@atsu.edu)

Following an allegation of domestic violence, dating violence, sexual assault, or stalking, the University will provide changes in academic, living, transportation, and working situations, or other protective measures, if the victim/survivor requests them, and if they are reasonably available, regardless of whether the victim/survivor chooses to report the crime to ATSU Security or local law enforcement. ATSU will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures.

Students and employees who report to the University that they are victims/survivors of dating violence, domestic violence, sexual assault, or stalking will receive from the University Title IX coordinator a written explanation of their rights and options, and information about counseling, health, mental health, and victim advocacy services available both within the University and in the community.

## Preserving evidence

ATSU strongly advocates victims/survivors of dating violence, domestic violence, stalking, and sexual assault report the incident in a timely manner. Physical evidence is crucial in helping to prosecute assailants. Physical evidence must be collected in a timely manner by a certified medical facility. It is best practice to preserve evidence by not showering, bathing, brushing teeth, changing clothes, or cleaning or otherwise changing the scene, prior to a medical/legal exam. Police officers will provide guidance in preserving items necessary for investigation. Completing a forensic exam does not obligate a victim/survivor to file a police report, but it does help preserve evidence in the event the victim/survivor decides to file a report at a later time. Preserving evidence may be helpful in obtaining a protection order.

Victims/survivors should save evidence such as letters, notes, emails, phone calls, videos, photos, texts, social media postings (Facebook, Twitter, etc.), computer screenshots, voicemails, or any other form of evidence.

## Counseling and victim/survivor support

ATSU and the local police department will work to assure victims/survivors have access to confidential counseling from counselors trained in sexual assault crisis intervention. ATSU has behavioral health & wellness counselors on staff who are available to students. Please see the "ATSU behavioral health & wellness counselors for students" section in this ASR for more information. ATSU students have free access to WellConnect which offers counseling, financial and legal consultation, and coaching. To contact WellConnect 866-640-4777 or via the web at WellConnectForYou.com. School Code: ATSU-STU.

At the Waianae Coast distance site, victims/survivors have access to the following resources:

<b>Mental Health Resources</b>	
National Suicide Prevention Lifeline	800.273.8255
24 Hour ACCESS Crisis Line - Oahu	808.832.3100 Oahu 800.753.6879 Other
Crisis Mobile Outreach (Mobile Crisis Response Team)	808.832.3100

Dr. John Myhre, PsyD	(808) 697-3300
Dr. Donald Rost Banik, DO, MPH	(808) 697-3300
Hale Na'au Pono	808.696.4211
Kahi Mohala Behavioral Health	808.671.8511
Kalihi - Palama (adults)	808-832-5800
Kalihi - Palama (family guidance)	808-832-3792
Kaneohe (adults)	808-233-3775
Kaneohe (family guidance)	808-233-3770
Ko'olauloa	808-293-8527
Wahiawa	808-621-8425
Mental Health Kokua (Safe Haven)	808-524-7233
VA Health Care for the Homeless	808-433-0335
Safe Haven	808.524.7233
DOH Diamond Head	808.733.9260
DOH Pearl City	808.453.5950
<b>Sexual Violence</b>	
RAINN	800.656.4673
Hawai'i Pacific Health   Kapi'olani Sex Abuse Treatment Center	808.524.7273
<b>Domestic Violence</b>	
Domestic Violence Hotline	808.841.0822
Domestic Violence Action Center	808.531.3771 (Legal) 800.690.6200 (Neighbor Helpline)
Family Peace Center	808.832.0855
Pu'uho'oua Crisis Counseling	808.585.7944
Windward Spouse Abuse Shelter	808.528.0606

## Orders of protection

Victims/survivors may file an Order of Protection in Honolulu County, Hawaii at the following locations Monday through Friday from 7:45 a.m. through 3:00 p.m.

Honolulu District Court  
Regular Claims Division  
1111 Alakea Street, 3<sup>rd</sup> Floor  
Oahu, HI 96701  
808.538.5151

Administration and Services Section  
777 Kilauea Avenue  
Hilo, HI 96720  
808.961.7430

Service Center  
2145 Main Street, Room 141 A  
Maui, HI 96708  
808.244.2706

Civil Division  
3970 Kaana Street, Suite 207  
Kauai, HI 96703  
808.482.2303

For further information, please see: [http://www.courts.state.hi.us/self-help/protective\\_orders/district/district\\_court\\_protective\\_order](http://www.courts.state.hi.us/self-help/protective_orders/district/district_court_protective_order)

A person who obtains an Order of Protection should provide a copy to Human Resources (employees) or Student Affairs (students).

## Procedures for disciplinary proceedings

Following a complaint of discrimination or harassment, an investigation and/or disciplinary proceedings will take place in accordance with ATSU Policy 90-210, which may be found on the ATSU website at: [atsu.edu/prohibition-of-discrimination-harassment-and-retaliation](http://atsu.edu/prohibition-of-discrimination-harassment-and-retaliation).

The University will conduct a prompt, thorough, and impartial investigation and hearing (if called for by policy).

**ATSU Policy No. 90-210.** A formal complaint of sexual harassment, sexual misconduct, dating violence, domestic violence, stalking, or sexual assault is reviewed under ATSU Policy No. 90-210. A formal complaint will be initially reviewed under the Title IX Grievance Process. This process and the specific prohibited conduct will be utilized unless the complaint should be dismissed under the grounds outlined for dismissal in the process. If a complaint is dismissed under the Title IX Grievance Process, it would then be reviewed under the General Discrimination Grievance Process.

If there are no grounds for dismissal under the Title IX Grievance Process, there will be notice of investigation provided to both parties, the Complainant and Respondent. Both parties will have opportunities for supportive measures. A formal resolution process will begin which includes an investigation by an impartial investigator(s), a hearing before an impartial hearing panel, the opportunity to present witnesses and evidence, the opportunity to cross-examine the other party's witness, and the opportunity to appeal. In the formal resolution process, the hearing panel decides on policy violation and sanctions. If an appeal has standing under the policy, an appellate panel will rule on the appeal. Written notice will be provided to the parties following the appellate panel report. The parties have the opportunity to move from a formal resolution process to an informal resolution process in some instances based on the nature of the formal complaint.

A complaint of sexual harassment, sexual misconduct, dating violence, domestic violence, stalking, or sexual assault or other types of discrimination which is dismissed under the Title IX Grievance Process will be reviewed under the General Discrimination Grievance Process. Initial steps include a meeting between the investigator and the Complainant, and the implementation of reasonable supportive measures, as needed. If it is determined no potential policy violations exist, the investigator will produce a report stating such conclusion. If a potential policy violation was determined, notice will be provided to the Respondent and appropriate supportive measures provided. An investigation by an unbiased investigator(s) would begin. The parties will be regularly updated and timely notices of any meetings provided to both parties. Written notice will be provided to both parties of the findings of the investigation, including determination of responsibility and sanctions, and available appeal procedures. Both parties have the right to appeal. If the appeal has standing under the policy, an appellate panel will rule on the appeal. Written notice will be provided to the parties following the appellate panel report.

The investigation for either process will be concluded within a reasonable timeframe of the receipt of the report. Some investigations may take up to 60 days or longer, based on factors such as the complexity of the investigation. The parties will be regularly updated as to the projected timeline for completion of the investigation. Timeframes for reviewing the investigative report and providing feedback will be consistent with policy. Any extension of timeframes will be communicated to the parties.

For the Title IX Grievance Process, timeframes for hearing panels will be maintained consistent with policy with any extension communicated to the parties.

For ATSU Policy No. 90-210, appeal timelines will be consistent with policy. The parties will have the opportunity to appeal in writing within a limited time period per the approved appeal rationale. Parties will have the opportunity to respond in writing to the other party's appeal. For the Title IX Grievance Process, a decision to dismiss is appealable.

Please refer to ATSU Policy No. 90-210 for the full, authoritative description of steps, anticipated timelines, and decision-making processes. The disciplinary process described in ATSU Policy 90-210 will be prompt, fair, and impartial from the initial investigation to the final result. The policy utilizes the preponderance of evidence standard. Both the Complaint and Respondent will have the same opportunities to have an advisor of their choice present. Both parties will receive simultaneous notification in writing of the results.

The process will be conducted by officials who receive annual training on the issues related to these policy violations and how to conduct an investigation and hearing process protecting the safety of the parties while promoting accountability. The training will include definition of sexual harassment, scope of the recipient's education program or activity, impartiality, how to avoid prejudging of facts, actual and perceived conflicts of interest, bias, issues of relevance as it relates to questions and evidence (specifically as how it relates to sexual predisposition or prior sexual behavior), basic procedural rules for conducting an investigation, hearing, appeal, and an informal resolution, ability to use the technology in a live hearing, writing of investigative reports, and writing of hearing and appeals decisions.

When University investigation determines a violation of its policies has occurred, sanctions for employees may include a disciplinary warning to be added to the employee's permanent file, performance management improvement process, required counseling, probation, additional training, suspension with or without pay, loss of annual pay increase, loss of oversight or supervisory responsibility, demotion, dismissal, and other context appropriate sanctions. Sanctions for students may include reprimand, a disciplinary warning to be added to the student's permanent file, educational sanctions, required counseling, limitations in activities, probation, suspension, dismissal, revocation of diploma, student organizational sanctions, and other context appropriate sanctions.

Upon request, the University will disclose the results of a disciplinary proceeding for a violent crime or non-forcible sex offense (incest or statutory rape) to the next of kin, if the victim is deceased.

The University will protect the confidentiality of parties. Any publically available recordkeeping, such as the daily crime log and the Clery Act crime statistics included in annual security reports, will not include personally identifying information about the victim.

## Rights of the parties in disciplinary proceedings

During the course of the process described in the previous section, both the Complainant and Respondent are entitled to:

1. A prompt, fair, and impartial process from the initial investigation to the final result. The process should be:
  - Completed within reasonably prompt timeframes designated by University policy, including a process that allows for the extension of timeframes for good cause, with written notice to the parties of the delay and the reason for the delay.
  - Conducted in a manner:
    - Consistent with the University's policies and transparent to the parties.
    - Inclusive of timely notices for meetings at which either party, or both, may be present; or
    - Providing timely access for the Complainant, Respondent, and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
  - Conducted by officials who do not have a conflict of interests or bias for or against either party.
2. Proceedings conducted by officials who, at a minimum, receive annual training definition of sexual harassment, scope of the recipient's education program or activity, impartiality, how to avoid prejudging of facts, actual or perceived conflicts of interest, bias, issues of relevance as it relates to questions and evidence (specifically as how it relates to sexual predisposition or prior sexual behavior), basic procedural rules for conducting an investigation, hearing, appeal, and an informal resolution, ability to use the technology in a live hearing, writing of investigative reports, and writing of hearing and appeals decisions.
3. The same opportunities to have an advisor of their choice at any meeting or proceeding. The University may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined by the preponderance of the evidence standard.
5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, "result" means "any initial, interim, and final decision by an official or entity authorized to resolve disciplinary matters" and must include the rationale for reaching the result and any sanctions imposed.

## Possible sanctions or protective measures

Following a final determination of responsibility of the institution's disciplinary proceeding by a member of the University community for sexual harassment, sexual misconduct, domestic violence, dating violence, sexual assault, or stalking, ATSU may impose a sanction depending on the mitigating or aggravating circumstances involved. Sanctions for employees may include a disciplinary warning to be added to the employee's permanent file, performance management improvement process, required counseling, probation, additional training, suspension with or without pay, loss of annual pay increase, loss of oversight or supervisory responsibility, demotion, dismissal, and other context appropriate sanctions. Sanctions for students may include a reprimand, a disciplinary warning to be added to the student's permanent file, educational sanctions, required counseling, limitations in activities, probation, suspension, dismissal, revocation of diploma, student organizational sanctions, and other context appropriate sanctions.

In addition, ATSU can make available to the Complainant or Respondent a range of protective or supportive measures. They may include modifications to academic assignments for class schedules, housing arrangements, implementing protective or restraining orders, issuing no-contact directives, excluding a party from areas of campus, and providing security escorts.

## Sexual harassment

ATSU is committed to creating and maintaining an environment free from sexual harassment. The University works to prevent harassment and will take immediate action when allegations of sexual harassment are made. Retaliation is prohibited against an individual who has brought forward a complaint of sexual harassment and/or has taken part in an investigation as a result of a sexual harassment complaint. ATSU Policy No. No. 90-210 (Prohibition of Discrimination, Harassment, and Retaliation) may be found on the ATSU website at:

[atsu.edu/prohibition-of-discrimination-harassment-and-retaliation](http://atsu.edu/prohibition-of-discrimination-harassment-and-retaliation)

## Registered sex offenders

Under provisions of the Campus Crimes Sex Prevention Act of 2000, an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act (Wetterling Act), any person who is required to register under a state sex offender registration program must notify the state when he or she enrolls at an institution of higher education or is employed at an institution of higher education. Sex offender registration information is to be transmitted from each state to the law enforcement entities where the registered sex offender resides. In Missouri, the sex offender list is maintained at the county level.

In Hawaii, this information may be accessed at the Department of the Attorney General, Hawaii Criminal Justice Data Center, at 808.587.3350 or on their webpage at: [sexoffenders.ehawaii.gov/sexoffender](http://sexoffenders.ehawaii.gov/sexoffender)

## Definitions - Violence Against Women Act (VAWA)

Definitions in this section are from the Violence Against Women Act of 1994 [42 U.S.C. 13925 (a)]

**Dating violence** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; where the existence of such a relationship shall be determined based on a consideration of the following factors: length of the relationship, type of relationship, and frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or threats of such abuse. If the act of violence meets the definition of domestic violence (below), then the act is classified as domestic violence, rather than dating violence.

**Domestic violence** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim under the domestic violence or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Stalking** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.



For the purposes of this definition –

**Course of conduct** means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## Definitions – Hawaii State Law

**Dating violence** The institution has determined, based on good-faith research, that Hawaii law does not define the term dating violence.

**Domestic violence** The institution has determined, based on good-faith research, that Hawaii law does not define the term domestic violence.

However, Hawaii law does define Abuse of Family or Household Members (HRS § 709-906):

1. It shall be unlawful for any person, singly or in concert, to physically abuse a family or household member....

For the purposes of this section: "Family or household member":

- a. Means spouses or reciprocal beneficiaries, former spouses or reciprocal beneficiaries, persons in a dating relationship as defined under section 586-1 [see below], persons who have a child in common, parents, children, persons related by consanguinity, and persons jointly residing or formerly residing in the same dwelling unit; and
- b. Does not include those who are, or were, adult roommates or cohabitants only by virtue of an economic or contractual affiliation.

- §586-1 Definitions. As used in this chapter:

"Dating relationship" means a romantic, courtship, or engagement relationship, often but not necessarily characterized by actions of an intimate or sexual nature, but does not include a casual acquaintanceship or ordinary fraternization between persons in a business or social context.

"Domestic abuse" means:

(1) Physical harm, bodily injury, assault, or the threat of imminent physical harm, bodily injury, or assault, extreme psychological abuse or malicious property damage between family or household members; or

(2) Any act which would constitute an offense under section 709-906, or under part V or VI of chapter 707 committed against a minor family or household member by an adult family or household member.

"Extreme psychological abuse" means an intentional or knowing course of conduct directed at an individual that seriously alarms or disturbs consistently or continually bothers the individual, and that serves no legitimate purpose; provided that such course of conduct would cause a reasonable person to suffer extreme emotional distress.

"Family or household member":

(1) Means spouses or reciprocal beneficiaries, former spouses or former reciprocal beneficiaries, persons who have a child in common, parents, children, persons related by consanguinity, persons jointly residing or formerly residing in the same dwelling unit, and persons who have or have had a dating relationship; and

(2) Does not include those who are, or were, adult roommates or cohabitants only by virtue of an economic or contractual affiliation.

"Malicious property damage" means an intentional or knowing damage to the property of another, without his consent, with an intent to thereby cause emotional distress.

## **Stalking**

- Harassment by Stalking (HRS § 711-1106.5):
  1. A person commits the offense of harassment by stalking if, with intent to harass, annoy, or alarm another person, or in reckless disregard of the risk thereof, that person engages in a course of conduct involving pursuit, surveillance, or nonconsensual contact upon the other person on more than one occasion without legitimate purpose.
  2. A person convicted under this section may be required to undergo a counseling program as ordered by the court.
  3. For purposes of this section, "nonconsensual contact" means any contact that occurs without that individual's consent or in disregard of that person's express desire that the contact be avoided or discontinued. Nonconsensual contact includes direct personal visual or oral contact and contact via telephone, facsimile, or any form of electronic communication...including electronic mail transmission.

## **Sexual assault**

- Sexual assault in the first degree (HRS § 707-730(1)): A person commits the offense of sexual assault in the first degree if:
  - a. The person knowingly subjects another person to an act of sexual penetration by strong compulsion;
  - b. The person knowingly engages in sexual penetration with another person who is less than fourteen years old;
  - c. The person knowingly engages in sexual penetration with a person who is at least fourteen years old but less than sixteen years old; provided that:
    - i. The person is not less than five years older than the minor; and
    - ii. The person is not legally married to the minor;
  - d. The person knowingly subjects to sexual penetration another person who is mentally defective; or
  - e. The person knowingly subjects to sexual penetration another person who is mentally incapacitated or physically helpless as a result of the influence of a substance that the actor knowingly caused to be administered to the other person without the other person's consent.
- Sexual assault in the second degree (HRS § 707-731(1)): A person commits the offense of sexual assault in the second degree if:
  - a. The person knowingly subjects another person to an act of sexual penetration by compulsion;
  - b. The person knowingly subjects to sexual penetration another person who is mentally incapacitated or physically helpless;
  - d. The person knowingly subjects to sexual penetration a minor who is at least sixteen years old and the person is contemporaneously acting in a professional capacity to instruct, advise, or supervise the minor; provided that:
    - i. The person is not less than five years older than the minor; and
    - ii. The person is not legally married to the minor.

- Sexual assault in the third degree (HRS § 707-732(1)): A person commits the offense of sexual assault in the third degree if:
  - a. The person recklessly subjects another person to an act of sexual penetration by compulsion;
  - b. The person knowingly subjects to sexual contact another person who is less than fourteen years old or causes such a person to have sexual contact with the person;
  - c. The person knowingly engages in sexual contact with a person who is at least fourteen years old but less than sixteen years old or causes the minor to have sexual contact with the person; provided that:
    - i. The person is not less than five years older than the minor; and
    - ii. The person is not legally married to the minor;
  - d. The person knowingly subjects to sexual contact another person who is mentally defective, mentally incapacitated, or physically helpless, or causes such a person to have sexual contact with the actor;
  - e. The person knowingly, by strong compulsion, has sexual contact with another person or causes another person to have sexual contact with the actor.
  
- Sexual assault in the fourth degree (HRS § 707-733(1)): A person commits the offense of sexual assault in the fourth degree if:
  - a. The person knowingly subjects another person, not married to the actor, to sexual contact by compulsion or causes another person, not married to the actor, to have sexual contact with the actor by compulsion;
  - b. The person knowingly exposes the person's genitals to another person under circumstances in which the actor's conduct is likely to alarm the other person or put the other person in fear of bodily injury;
  - c. The person knowingly trespasses on property for the purpose of subjecting another person to surreptitious surveillance for the sexual gratification of the actor; or
  - d. The person knowingly engages in or causes sexual contact with a minor who is at least sixteen years old and the person is contemporaneously acting in a professional capacity to instruct, advise, or supervise the minor; provided that:
    - i. The person is not less than five years older than the minor; and
    - ii. The person is not legally married to the minor.
  
- Continuous sexual assault of a minor under the age of fourteen years (HRS § 707-733.6(1)): A person commits the offense of continuous sexual assault of a minor under the age of fourteen years if the person:
  - a. Either resides in the same home with a minor under the age of fourteen years or has recurring access to the minor; and
  - b. Engages in three or more acts of sexual penetration or sexual contact with the minor over a period of time, while the minor is under the age of fourteen years.

For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Hawaii law are as follows:

- Rape: The institution has determined, based on good-faith research, that Hawaii law does not define the term "rape."
- Fondling: The institution has determined, based on good-faith research, that Hawaii law does not define the term "fondling."
- Incest (HRS § 707-741(1)): A person commits the offense of incest if the person commits an act of sexual penetration with another who is within the degrees of consanguinity or affinity within which marriage is prohibited.

- **Statutory Rape:** The institution has determined, based on good-faith research, that Hawaii law does not define the term “fondling.” But see sexual assault in the third degree above. Also see below:

**Consent (as it relates to sexual activity):** The institution has determined, based on good-faith research, that Hawaii law does not define the term “consent” as it relates to sexual activity.

## Other Definitions

**Awareness programs** Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

**Bystander intervention** Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

Bystander intervention includes recognizing situations of potential harm and understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

**Ongoing prevention and awareness campaign** Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

**Primary prevention programs** Programming initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

**Proceeding** All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or information meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

**Result** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

**Risk reduction** Options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

**Unfounded crimes** An institution may withhold or subsequently remove a reported crime from its crime statistics in the rare situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime, and based on the results of this full investigation and evidence, have made a formal determination the crime report is false or baseless, and therefore, “unfounded.” Only sworn or commissioned law enforcement personnel may make this determination. The recovery of stolen property, low value of stolen property, refusal of the victim to cooperate with the prosecution, and failure to make an arrest do not “unfound” a crime report.

## Alcohol and drug abuse policies

The University encourages a wellness model for the entire institution and recognizes its responsibility to support and promote activity that prevents disease and minimizes health risks. In addition, the possession, use, and sale of illegal drugs is prohibited by federal and state drug laws and enforced by the University by all appropriate means under the law. In order to meet this standard, ATSU established the Drug and Alcohol Abuse Prevention Program (DAAPP), which consists of ATSU Policy No. [90-324](#): Drug-Free and Alcohol-Free Workplace (employees), the Drug and Alcohol Abuse Prevention (DAAP) policy section of ATSU's Student Handbook (students) and programming designed to educate students and employees of the health risks of alcohol and drug abuse and available resources for addiction. This program complies with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989. The University's DAAPP follows the guidelines provided by the Education Department General Administrative Regulations (EDGAR), Part 86. EDGAR, Part 86 establishes three primary areas of compliance, which include annual notification, method of distribution, and biennial review.

The University conducts a biennial review of its DAAPP to determine its effectiveness, implement changes if needed, and ensure sanctions for violations are enforced consistently. The last biennial review report was completed by the ATSU DAAPP Biennial Review Committee in January 2019.

ATSU actively supports a drug and alcohol-free campus and workplace. The University's standard of conduct prohibits all employees from possessing, reporting to work, or working under the influence of intoxicants (non-prescribed drugs, narcotics, alcohol, etc.) or the illegal possession, manufacture or use of drugs or alcohol in the workplace. ATSU enforces federal and state drug laws and underage drinking laws. ATSU Policy 90-324 (Drug-free and Alcohol-free Workplace) is distributed to all ATSU employees, as follows:

- All job applicants receive notification via email or posted notice at the Human Resources office of the existence of ATSU's Drug-free and Alcohol-free Workplace policy. The notice offers a copy of the document upon request;
- Newly hired employees receive an electronic version of the policy and are required to return a signed statement within thirty (30) calendar days of the employee's start date indicating they have received, read, and understood the policy;
- All employees receive annual notification of the policy and its specific online location via email;
- All employees participate in annual training and review of the policy. Training completion is verified via the UltiPro Learning platform; and
- All employees have unhindered access to the policy on the University's website, including access to printed versions upon request.

The DAAP policy addresses drug and alcohol issues as they pertain to students. The DAAP policy may be found at [atsu.edu/daapp](https://atsu.edu/daapp) and is distributed to all ATSU students, as follows:

- All applicants to ATSU receive notification through the electronic admissions application of the existence of the DAAP policy section of the ATSU Student Handbook. The notification offers a paper copy of the policy upon request;
- All current ATSU students receive biannual notification (March and October) via email that includes a PDF attachment, the website link to the DAAP policy section of the ATSU Student Handbook, and a paper copy upon request; and
- Newly admitted students, transfer students, and students returning after a withdrawal are provided information on how to access the DAAP Policy section of the ATSU Student Handbook as part of the admission acceptance agreement, which is signed by the student.

ATSU has an employee impairment intervention protocol described in ATSU Policy 90-324, which is also available on the ATSU portal. Employee disciplinary sanctions may include a disciplinary warning to be added to the employee's permanent file, probation, suspension with or without pay, and/or termination.

The Code of Behavioral Conduct of ATSU's Student Handbook addresses the prohibition and penalties for the unlawful use, possession, or distribution of illegal drugs and alcohol by students, along with inappropriate or unprofessional use of alcohol and drugs. Violations of the Code of Behavioral Conduct may result in reprimand, probation, suspension, dismissal, and disciplinary consultation, as well as other sanctions deemed appropriate by the University. The Student Handbook is available on ATSU's website at:

[atsu.edu/studenthandbook](https://atsu.edu/studenthandbook)

The possession, use, and sale of alcohol is prohibited at Waianae Coast Community Health Center clinics.

Programs available for persons needing assistance with drug or alcohol counseling include:

Center for Substance Abuse Treatment (searchable by city and zip code)  
<https://findtreatment.samhsa.gov/>

Alcoholics Anonymous (AA)  
[www.aa.org](http://www.aa.org)

Narcotics Anonymous (NA)  
[www.na.org](http://www.na.org)

A list of drug and alcohol counseling and treatment programs is also available in Attachment 3 of ATSU Policy [90-324](#).

ATSU students also have access to a certified on-campus counselor in Mesa, Arizona.

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intentionally blank.*

# Appendix A – Clery Geography

Clery Act regulations (34 CFR 668.46) define geographic categories for crime reporting as follows:

## 1. On-campus.

*Any building or property owned or controlled by an institution within the same reasonably contiguous geographic areas and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and*

*Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).*

Crimes at on-campus student housing facilities are also reported as a subset of on-campus crimes (34 CFR 668.41(a)). Kirksville campus has on-campus student housing; Mesa campus does not have on-campus student housing.

## 2. Non-campus.

*Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.*

## 3. Public Property.

*All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.*

Public property refers to property owned by a public entity, such as a city or state government.

## Appendix B – Crime Statistics

### **Waianae Coast Comprehensive Health Center distance site- Waianae, HI crime statistics**

Caveat: Statistics were requested from local law enforcement, but the 2017, 2018, and 2019 statistics were not available in a usable format for Clery Act reporting.

Offense	Year	On-campus property	On-campus student housing facilities	Public property	Non-campus building or property
Arson	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Criminal homicide: manslaughter by negligence	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Criminal homicide: murder and non-negligent manslaughter	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
<b>Sex offenses</b>					
Rape	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Fondling	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Incest	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Statutory rape	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Robbery	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Aggravated assault	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Burglary	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Motor vehicle theft	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0



## Waianae Coast Comprehensive Health Center distance site- Waianae, HI crime statistics (cont.)

Caveat: Statistics were requested from local law enforcement, but the 2017, 2018, and 2019 statistics were not available in a usable format for Clery Act reporting.

Offense	Year	On-campus property	On-campus student housing facilities	Public property	Non-campus building or property
Domestic violence	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Dating violence	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Stalking	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Arrests: weapons (carrying, possessing, etc.)	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Disciplinary referrals: weapons (carrying, possessing, etc.)	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Arrests: drug abuse violations	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Disciplinary referrals: drug abuse violations	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Arrests: liquor law violations	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0
Disciplinary referrals: liquor law violations	2017	0	N/A	0	0
	2018	0	N/A	0	0
	2019	0	N/A	0	0

There were no hate crimes reported in 2017, 2018, or 2019. A hate crime is a criminal offense that manifests evidence the victim was intentionally selected because of the perpetrator's bias against the victim. The following categories of bias are to be reported under the Clery Act: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability.

No crime reports from 2017, 2018, or 2019 were determined to be "unfounded." A crime is considered unfounded only if sworn or commissioned law enforcement personnel make a formal determination that a report is false or baseless.

The Waianae Coast distance site does not have on-campus student housing facilities.